

~~SECRET~~ **CONFIDENTIAL**OUTLINE OF MEDICAL STAFF FUNCTIONAL ACTIVITIES

The Medical Staff is responsible for providing medical support to all Agency personnel and activities. This function includes a health program for Headquarters components [REDACTED]

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[REDACTED]

The health program embodies the establishment of physical standards for all Agency positions, both domestic and overseas; and the physical evaluation of all employees and applicants, including periodic examinations referable to various assignments, and an annual executive examination program. It also provides diagnostic, consultative, referral services, the operation of a main dispensary, and thirteen (13) health rooms, the latter being visited regularly by staff nurses. Treatment by staff physicians is given for employee compensation cases and on-the-job illnesses and injuries within the limitations of available facilities, in coordination with the Bureau of Employees' Compensation. The main dispensary also functions as a military facility for the purpose of providing medical care to Army and Air Force personnel. As an indication of the scope of the foregoing functions, in 1955 the Medical Staff

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order to assure the maximum degree of mental health and emotional

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stability among Agency personnel, the Medical Staff maintains a psychiatric program which entails specialized screening, selection, and therapeutic procedures. During 1955, these functions totaled [REDACTED]

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The general medical and the psychiatric programs each work closely with other Agency components, particularly the Office of Personnel, the Office of Security, [REDACTED]

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[REDACTED] To supplement its internal responsibilities, the Medical Staff maintains consultants in all clinical specialties in Washington and throughout the United States. This system assures professional competence and the secure management of covert cases which cannot be publicly identified with the Agency.

The overseas medical support program is organized on a regional basis in order to provide the maximum utilization of technical personnel for the benefit of the greatest number of Agency employees [REDACTED]

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[REDACTED]

where it is not possible for geographic or security reasons for Agency personnel to gain access to these specialists, the Medical Staff makes every effort to arrange for the proper care of such cases through alternate U. S. military or other local medical facilities. A close relationship with the Military Air Transportation Services enables the Agency to evacuate its seriously ill patients to the United States or to other areas in the field having more definitive facilities. In order to ensure the adequacy of overseas medical services and facilities, members of the Headquarters Medical Staff make periodic field surveys.

As another major portion of its mission, the Medical Staff trains its professional personnel in technical subjects and also provides lectures and courses for the medical indoctrination of lay employees. In addition to the more commonly recognized facets of medicine, this training and research also include problems peculiarly applicable to the

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[REDACTED]

ment of an alternate site in the event of a disaster is another important responsibility.

In order to maintain an appropriately qualified staff to accomplish its mission, the Medical Staff performs recruitment and internal

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personnel functions in coordination with the Office of Personnel. This is a significant continuing effort due to the large percentage of physicians who are detailed to the Agency for temporary periods only. Still another major administrative responsibility is the technical control of all Agency medical supplies, the scope of which may be reflected in the current estimated value of stocks which total almost

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In many of its functions, the Medical Staff is provided supplementary support through liaison with other Government Agencies, notably the Department of Defense and the United States Public Health Service.

The Medical Staff constantly strives to plan ahead over a long-range period so that it may meet the changing and developing requirements of the Agency. At the present time, these goals are especially evidenced in the field of improving the selection and utilization of personnel through medical and psychiatric techniques, in improving the administrative support of medical activities, and in development of war planning and research capabilities.

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